

Warden House Primary School



Covid-19: Outbreak Management Plan

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Author	Rob Hackett (Headteacher)
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1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance](#), provided by the Department for Education (DfE). It is also based on [Contingency framework: education and childcare settings \(publishing.service.gov.uk\)](#) .

We will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), directors of public health (DsPH), Public Health England (PHE) health protection team or the national government.

It may be necessary to implement these measures in the following circumstances, for example:

- To help manage a COVID-19 outbreak within the school. Actions will be considered when either of the following thresholds are met:
 - **There are 5 positive cases amongst pupils or staff who are likely to have mixed closely within a 10-day period**
 - **10% of pupils or staff who are likely to have mixed closely test positive within a 10-day period**
- If COVID-19 infection rates in the community are extremely high, and other measures have failed to reduce transmission
- As part of a package of measures responding to a 'variant of concern' (VoC)
- To prevent unsustainable pressure on the NHS

2. Seeking public health advice

When one of the thresholds above is met, we will review the testing, hygiene and ventilation measures already in place.

We will also seek public health advice from a director of public health or health protection team. The headteacher will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) or the Kent Health Protection Team.

3. Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list \(SPL\)](#).

We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

4. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via email/text message/ social media and letters sent home with pupils once a decision has been made.

If recommended, we will limit:

- Residential educational visits

- Open days
- Transition days
- Parents coming into school
- Live performances and sports days
- Extra-curricular activities

If recommended, we will (re)introduce:

- Testing, including the use of an asymptomatic test site (ATS)
- Staggered start and end times of the school day
- Bubbles, to reduce mixing between groups (These will be year group bubbles at Warden House).
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

5. Attendance restrictions

Attendance restrictions will only be recommended as a last resort. If recommended, we will implement the measures in this section.

5.1 Eligibility to remain in school

If significant restrictions are recommended, we will follow the advice of the local outbreak management team. It may be advised that the school closes to all but the children of key workers and those who are vulnerable. If this is the case, we will follow the advice of the DfE / health protection teams potentially staying open for:

- Vulnerable pupils
- Children of critical workers

5.2 Education and support for pupils at home

All other pupils will be required to stay at home and will receive remote education.

We will aim to deliver remote education that meets the same quality and quantity of education that pupils would receive in school, as outlined in the Remote Learning section on our school website: www.warden-house.kent.sch.uk. Remote support – including the issuing of laptops and Wifi dongles will be available for families that need it.

The school will continue to provide meals or lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines. This may take the form of food boxers or supermarket vouchers and will be decided in consultation with the Veritas MAT business team and Whole School Meals on a case-by-case basis.

It is the responsibility of the deputy headteacher to ensure the immediate provision of remote learning in the event of a significant outbreak,

5.3 Wraparound care and after school clubs

In the event of a significant outbreak, Jungle Club (breakfast and after-school and holiday club) numbers will be limited to 30 and children will be required to be grouped within their school bubbles. Provision will be for the children of key workers only (based on the Government's published list of key worker jobs at the time).

All other clubs will be suspended for the duration of the outbreak period.

5.4 Safeguarding

We will review our child protection policy to make sure it reflects the local restrictions and remains effective.

A trained DSL or deputy DSL will be available at all times.

On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site. A trained DSL will always be available during term time.

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where applicable, social workers and the local authority, to work out the reason for absence
- Encourage attendance
- Make sure vulnerable pupils can access appropriate education and support while at home
- Maintain contact, and check regularly that the pupil is able to access remote education provision
- The school's pastoral team will triage cases and will offer regular support to families in a range of ways. The Assistant headteacher- SENCO will be responsible for coordinating the FLO, inclusion support TA and any other available pastoral staff members and will coordinate support as necessary.

Written by Rob Hackett (Headteacher) 21-08-21